

Meeting called to order at 7:00 p.m. by President Bodish. In attendance were Burkner, Eisenhower, Luckenbach, Molitoris, Royer, and Sodl, as well as Mayor Molitoris, Police Chief Genovese, Public Works Director Boyle and BCO Helman. Fire Chief Buskaritz was absent. EMA Coordinator position is being filled on interim basis by Mayor Molitoris. Pres. Bodish led pledge of allegiance.

Hearing of persons present:

John Schreiner representing Coplay Whitehall Sewer Authority, every year the authority gives back to its two municipalities, this year donating \$1,000 each to Coplay Library and Whitehall Library toward their need to purchase SPARKS program. Eisenhower thanked Mr. Schreiner for the donation, stating it was much needed.

Mel Procanyn, 7 S. 8th St., questioned quick ticket ordinance on agenda, asked if ordinance could be read. Pres. Bodish responded no, this is on agenda under discussions, first review and is not being voted on at regular meeting.

Anne Killeen, 32 S. 4th St., also questioning details of quick ticket ordinance. Pres. Bodish again responded this is only first discussion on possible ordinance and they should await discussion before asking questions.

PWD Boyle reported projects completed in October include removal of flags in Borough, painted rear dump bed on F750, removed hanging lights and set up town square for Halloween, removed handicap parking space at 100 N Front Street and added one at 142 S 2nd Street, prepped and cleaned up for Halloween Parade, installed lockers in basement for public works and thanked Chief Genovese for obtaining lockers, installed new locks, touch up paint and painted rear of rental house for new tenant, winterized parkway, pool and Saylor field water, tree behind pavilion removed for Community Days event next year, began crack sealing of borough roadways, boiler grate installed and boiler started, heating systems started at fire department and CFC, 50 ton of salt delivered in preparation of winter weather, windows installed at Library, new leaf springs installed on F750, repairs to sanitation truck, routine building maintenance, routine street maintenance and routine sanitation pickups. No comments or concerns by members.

BCO/CEO Helman reported 1 zoning, 1 building, 1 electrical, 2 mechanical, 1 sidewalk, and 16 certificate of occupancy permits issued in October, 2017 for total of \$1,530.75. 3 health inspections at American Legion, Coplay Saengergund and American Club, 1 new code enforcement complaint with 11 ongoing and 3 resolved in October. 130 S 9th Street final inspection completed and CO issued. Sodl questioned if solicitor okayed issuance of CO. Administrator Gynecsek corrected CEO Helman, CO has not been issued, however solicitor was forwarded inspection information and office is awaiting their response prior to issuing CO.

EMA Coordinator position is being filled on interim basis by Mayor Molitoris, who had no emergencies to report. This position was advertised and names are being gathered for further review.

Chief Genovese read police report, 156 incidents in October with 4 arrests, 2 traffic arrests, 2 written warnings and 15 parking tickets issued. Police vehicle involved in crash, Officer DeAngelo out 6-8 weeks, but will not require surgery; vehicle was totaled by insurance. Sodl questioned amount from insurance for vehicle with response of \$12,500 per Chief Genovese. Part time officer Joseph David has resigned after taking fulltime position and with Officer DeAngelo out has made filling all shifts difficult, but handled to date. Mandatory firearms training going on at this time. Attended International Chief of Police Associations meeting in Philadelphia, 8 seminars attended with very informative and good information received. Thanked public works and surrounding municipalities fire police, along with ours, for help during Halloween parade. Read thank you letter from Whitehall Police for help during shooting incident in Egypt, Officer Emerich involved. Read thank you letter from Mr. Semock for aid provided to family with son's medical condition. Sodl congratulated department for their work and questioned if wages can be recovered for Officer DeAngelo. Administrator Gynecsek will contact our insurances to review and determine same.

Fire Chief Buskaritz was absent due to work, Sodl read October fire report. Added, 1,000 feet of 4" hose was donated by Alburtis Fire Department to us; an approximate cost of \$6,000. This was very generous donation from them and requests borough office send Thank You on behalf of council for same. Administrator requested information in order to send Thank You.

Administrator Gynecsek reported annual appointment of auditor at regular meeting, Kirk Summa is in second year of three year proposal. Authorized Beyer-Barber to prepare cost of living study for 2018 2.0% COLA for retired Chief Donald Hill and will bring determination to December workshop. Two ordinances prepared and advertised for regular meeting: 1) update handicap spaces added and removed in 2017, and 2) transfer of a liquor license for Giant Food Store which includes a public hearing that will occur at regular meeting. At this time, Sodl questioned this license transfer, same explained by Administrator. Sodl commented due to lack

of community cooperation he is not personally in favor of an approval. There was further discussion on concerns, Administrator will inform attorney for Giant to expect questions and concerns from council members. Shade Tree at 45 N 3rd Street will be removed due to homeowner insurance issue, also 5 stumps will be removed. Pres. Bodish questioned funding, with Administrator response that funds from prior year transfers will be utilized. PWD Boyle added 42 shade trees still remain in borough, 14 of which are deficient. PWD and Administrator will work together to prepare comprehensive plan to resolve utilizing yearly budget funding. Sodl requested copy of insurance denial letter be obtained. Administrator continued, Explorer Post 101 is requesting parking train caboose, not full size, to front of building during their open houses to raise interest. There was some concern from Chief Genovese that trailer must be attached to vehicle per ordinance, and size of caboose. Police Chief and Administrator will contact Mr. Lobach of Post to discuss concerns, otherwise members had no further objections. RFP for Architectural/Design Services received from 5 firms, all information will be forwarded to committee for review. At this time, committee members discussed when to meet to review proposals, meeting will need to be advertised, further discussion determined first meeting will be held Tuesday, 11/21 at 6 pm; next meeting Thursday, 12/7 at 6 pm and future meetings the first Thursday of each month at 6 pm. At this time, Administrator asked any firms in audience if they would like to address council. Dennis Sowers of SGS Architects from Carlisle stood, introduced himself and gave brief profile of firm and some recent municipal work they have completed. Elliot Nolter of Spillman Farmer Architects stood up, introduced himself and profiled their firm who recently designed new municipal complex in Catasauqua. No additional firms in attendance. Members had no questions or concerns regarding Administrator report.

Discussion of any problems/matters:

Protective Safety Systems request for use of municipal building gym and upstairs classroom from 4/23-5/10/2018 and from 9/10-10/25/2018. Sodl questioned if we receive payment for this use, with positive response from Administrator. No further questions or concerns by members, motion at regular meeting.

Coplay Recreation & Welfare Association is requesting use of municipal building gym for annual Tree Lighting and Holiday program on Thursday, 11/30/2017. No concerns by members, motion at regular meeting.

Need to determine date for special meeting/final meeting of year to approve budget, normally Monday prior to Christmas. All members agreed with date of Monday, 12/18 at 6 pm. Motion at regular meeting.

Quick Ticket Ordinance – will use for issues of rubbish/garbage on property, abandoned vehicle, overgrown trees/shrubs and those encroaching on roadways/alleys, animal feces not cleaned up, no building permit, high grass and/or weeds, blowing grass or leaves into roadway, sidewalks not cleared of snow, and blowing/throwing snow into roadway. Administrator noted this is first discussion on this ordinance, requesting council direction on any additional items to be included for a quick ticket, or any other concerns. Members reviewed an example of a “quick ticket” issued from another municipality. Questions and concerns included if specific dates to resolve the code violation was needed in this ordinance? What are the fees for the violation, same across the board or what is in fee schedule? Also, if “red tag” could or should be issued as first notice to allow 2-3 days to resolve code violation prior to issuance of ticket since ticket issuance is same as parking ticket and fine is automatic. Administrator will discuss concerns with solicitor’s office, what should and shouldn’t be included in ordinance, i.e. is the red tag then quick ticket more of a procedural determination and should it or shouldn’t it be in ordinance. Additional suggestions by Molitoris to add issue of overgrown trees and shrubs in public right of way, like sidewalks, and by Eisenhower to include vermin. Administrator will add both and obtain clarification on questions for additional discussion at December workshop.

Renewal of contract with The Sanctuary at Haafsville for assistance with strays, cats and dogs. Administrator stated we just received billing which indicated stray cat was trapped, neutered and released. Mayor was encouraged to here utilization of this alternative to Feral Cat Committee. Payment cap will increase by \$50 over 2017 to \$700 for 2018. As there were no additional questions or concerns, motion to approve renewal at regular meeting.

Pres. Bodish asked for any other items for discussion, there were none.

Mayor Molitoris had nothing to report.

Reports of Officers and Standing Committees:

Sodl thanked police and fire departments for good work. Questioned if escrow funds were received from DVS for development project with negative response from Administrator. Planning Commission was questioning amount of escrow, discussed with solicitor. \$5,000 escrow is sufficient at this stage of project for site development review, however the escrow amount necessary when project begins will be significantly more.

Royer reported boiler is up and running, Library window has been installed and new tenant has moved into rental house. At this time, asking that remaining IRT budget of \$1,962.41 be transferred to Recreation Fund for future IRT projects. No questions or concerns by members, motion at regular meeting.

Burker reported 2nd annual fundraiser to benefit civic plaza with Social Call at American Club Pavilion on Friday, 12/8. Also, will have pictures with Santa at the gazebo on Saturday, 12/16 with Sam Owens having free breakfast for the kids. There will be a Press insert for tshirt and hoodie sale; all benefit civic plaza. Saylor Park DCED permit issue may put project back a few months, calls were put in to Boscola and Muller for help with permit issuance. Sodl added 6 bench platforms being installed at plaza and Molitoris noted specifications for lighting given to Engineer this evening. Sodl stated cost of lights \$2,800 each; may look for alternative.

Eisenhauer thanked PWD Boyle for help with installation of window at Library, blinds are ordered for new windows. Basket Social fundraiser ongoing with raffle on 12/18, also program "Operation Gratitude" for Veterans' and current enlisted, pictures at Library for patrons to send letters of thanks. Job descriptions will be discussed at December workshop and performance reviews due in January. At this time, first reading of 2018 proposed budget which takes into account future needs/growth and commented, most salaries are contractual. 2018 Proposed budget as follows: Administration decrease of 1.8%, Property decrease of 12.3%, Streets increase 9.7%, Health increase 15.6%, Insurance is preliminary as final health insurance information not yet available, increase of 16.5%, Miscellaneous increase of 12.9% mostly due to \$18,000 minimum municipal obligation for police pension due to hiring of 4th patrolman, Recreation increase of .1%, Police increase 6.8%. At this time, projecting .3 millage increase in general fund which still leaves negative balance of \$25,000. Emergency Services receipts of \$114,400 and expenses of \$113,800 for \$600 difference. State Fund receipts of \$136,300 and expense of \$83,400 for difference of \$52,900. Sanitation increase of 3.75% in expenses, with \$10 household fee increase to \$280; review of local municipal garbage rates showed range of \$264-\$306 with average being \$284. Total 2017 budget was \$2,213,329 and for 2018 will increase to \$2,340,299. General fund millage 4.13, Emergency Services 0.38, and Library 0.38 for total millage of 4.89. Based on average home assessment of \$164,000 this will be \$49.20 annual increase, or just \$4.10 per month. Request all members take time to review entire budget and forward any questions or concerns. Questioned Administrator if any update regarding deeds received from solicitor with negative response, status will be requested.

Bodish reported UGI does not need to move lines on Front Street, as such paving will be completed this week with curb and sidewalk and our underdrain installed by 12/8. 2nd & Schreiber storm sewer work not yet complete. Sodl questioned if contractor has been paid with negative response from Administrator. Bodish continued, also seeing problems with Hokendauqua Street project contractor. In 2018, plan to take more time to review bids and contractors specifically so as to try and alleviate these issues; check vendors more closely.

Hearing of persons present:

Mel Procanyn, 7 S. 8th St., questioned when budget will be available to public. Administrator responded per borough code, @ sometime after Thanksgiving.

Anne Killeen, 32 S. 4th St., questioned what name of new building committee is and will same be added to website. Administrator responded "New Municipal Complex Committee" and meeting dates will be added to website and newsletter information.

AT REGULAR MEETING:

Vote on use of gym and building by Protective Safety Systems.

Vote on use of gym by Recreation & Welfare for holiday program.

Vote on first reading of budget, date of special meeting and authorize Secretary to advertise meeting for final reading of budget, tax rate resolution and budget resolution.

Vote on annual appointment of auditor to audit 12/31/2017 financial statements.

Vote on annual contract for stray dogs and cats.

Vote on transfer of remaining IRT 2017 funds.

Vote on ordinance 828 updating handicap parking spaces.

Vote on ordinance 829 approving liquor license transfer for Giant Food Store.

Motion by Sodl, second by Molitoris to adjourn meeting into executive session for discussion of personnel and possible litigation until regular meeting on Tuesday, November 14, 2017 at 7 pm.